

Tuesday, October 26, 2021

1:00 p.m. - 3:00 p.m.

Via ZOOM



Institutional Integrity Committee Minutes

Co-Chairs: Daniel Berumen (M), Danielle Fouquette (F) – Acting **Members:** Alexander Brown (M), Michael Gieck (C), Juan Pablo Gonzalez (F), Kim Orlijan (F)

Student Representative: Rayaam Mamoon (S)

Guest: Josh Ashenmiller (C)

Recorder: Emma Hangué (C)

Members Absent: Karen Markley (F), David Grossman (M)

C = Classified; F = Faculty, M = Manager, S = Student

HOUSEKEEPING

Meeting time of order: 1:04pm

1. Welcome

2. Introductions

3. Agenda

- a. Josh's Annual Update section was moved to the first order of the meeting due to scheduling conflicts.

4. Meeting Notes

- a. Approval of October 12th Meeting Minutes (Fouquette/Orlijan/U)

5. Public Comments

- a. None.

6. Announcements

- a. New Faculty Representative to the IIC
 - i. Karen Markley, Faculty Professor (Anthropology Department)
 - 1. Karen will be more active during the Spring semester due to slight scheduling conflicts this Fall semester.

OLD BUSINESS

1. Final Review Draft of Calendar

- a. Daniel Berumen and Danielle Fouquette engaged the group in a discussion on the new draft of the IIC Planning Calendar.
 - i. The calendar will help keep the group organized and aware of important

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things that will come up during the fall and spring semesters.

- b. ISLO reports haven't been completed yet, so we may need to push the ISLO review of ISLO reports to the spring semester.
- c. Program Review Comprehensive Self-Studies are due to Division Deans on **November 12th**. Non-instructional programs are only doing annual update forms at the current moment. These annual update forms are due to their IMSs on **Tue, November 30th**.

2. Discuss Institution-Set Standards & Stretch Goals

- a. Daniel disaggregated Institution-Set Standard data for Fall 2020.
- b. **Course Success Rates:**
 - i. Course success rates for Black/African American students and Native Hawaiian/Pacific Islander students are falling below the standard and the warning level.
 - ii. With regards to gender, course success rates for male students are right at the warning level. Course success rates for female students are listed as well above the warning level. Neither of the groups are below the standard.
 - iii. Course success rates for DSS Student Success for Fall 2020 is above warning and above standards.
 - iv. Course success rates for foster youth students are below the warning level and the standard level.
 - v. Course success rates for low-income students are above the warning level and the standard level. About 70-75% of our enrollments are from low-income students. Daniel will provide more clarity about the definition next time.
 - vi. Course success rates for military students are above both the warning and the standard level.
- c. **Course Completion Rates:**
 - i. Course completion rates for foster youths are far below the warning and standard level.
- d. Daniel will disaggregate more of the data, providing rates and cohort counts for the last 5 years.
- e. The committee will continue to review the data, engage in discussions, write down ideas, and review all of them once we've seen all of the ISS data.
- f. **With regards to stretch goals**, PAC established these visions for success goals, and then when the mid-term report template came along, we were not prepared to ask whether they achieved their stretch goals, because we didn't create stretch goals. It is recommended to re-start the process and figure out what our stretch goals are, and align them with our standard. The committee agrees to hold off on making a decision on our stretch goals until we get through all of our Institution-Set Standard data (which will be in Feb 2022).

NEW BUSINESS

1. Review Previously Completed ISLO Reports

- a. The goal is to review one ISLO per year.
- b. The 4 ISLO's are:
 - i. Communication
 - ii. Critical Thinking & Information Competency
 - iii. Global Awareness
 - iv. Personal Responsibility & Professional Development
- c. There have been two ISLOs that have been completed already.
- d. The committee feels it's best to complete the cycle. We will bring back the tables and look at them, and then be able to look at the existing reports and use the language and structure, and upload it to the Global Awareness ISLO. The goal is to finish the final ISLO in the spring, which is Personal Responsibility & Professional Development.

3. Review the College Mission

- a. It is suggested that the IIC committee reviews the Campus Mission Statement annually. Many feel that the Mission Statement might need to be updated slightly in order to include an anti-racism stance. In lieu of events from last year, the committee feels like a revision of the College Mission Statement is in order.
- b. The Committee will go to PAC and Faculty Senate and recommend that the mission statement be modified to acknowledge the campus' anti-racism statement/work.

4. Annual Update Template

- a. Josh Ashenmiller (Chair of the Program Review & Planning Committee) was a guest at the meeting and discussed the Annual Update Template.
 - i. All academic programs are writing Program Review (PR) self-studies for the last 4 years of their program. During the fall when that's not happening, they have the annual update form that is filled out.
 - ii. Last year, ISOs and ISLOs were added to the Annual Update form. The question now is: Will this be a permanent feature of the Annual Update form? The Program Review & Planning (PR&P) Committee is now asking for clarity on whether or not they will be analyzing ISLO's every year.
- b. ACCJC encouraged the PR committee to continue to analyze this ISLO data on an ongoing basis. Perhaps the Annual Report isn't the best time to do this, but because it's now a **4-year cycle** and not a 3-year cycle, there might be some questions on whether 4 years is frequent *enough*. This is something that needs to be discussed by the IIC. The analysis of the ISLO data is something that will be a permanent fixture in the Program Review process, but where exactly it will fall in is still left to be decided upon.
- c. Somewhere in between the Program Review self-studies and the Annual Updates is

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where the ISLO analysis should be taking place.

OTHER TOPICS FOR DISCUSSION

1. Annual Update Form (Send out Template for Annual Update)

The meeting adjourned at 2:52p.m.

NEXT MEETING: October 26, 2021 @ 1pm (Via Zoom)

Agenda and Minutes: Gilbert Contreras, Jean Foster, Nitzya Hamblet, Rodrigo Garcia, Melisa McLellan, José Ramón Núñez, Emma Hangué, Joe Carrithers, Kim Orlijan